

## Crew House Rules and Code of Conduct

**Welcome! ¡Bienvenido! Bienvenue! Bem vinda! Herzlich willkommen!**

**Cleanliness:** You are responsible for changing your own linens at least every other week & keeping your sleeping area clean and neat in appearance. This applies to the bathroom and all other areas of the house. The crew house will be professionally cleaned at least monthly (except dishes and laundry) but please assist by cleaning your own mess. Clean and dry your kitchenware and cookware immediately (including stove and/or microwave). Do not leave dirty dishes in the sink. Keep the common areas clean and orderly.

**Shared Bedroom:** Please straighten your sleeping area and stow your gear when you leave the crew house. No personal items or clothing should be in view. The crew house is a male-only crew house. Members of the opposite sex are not allowed in the crew house.

**Shared Bathroom:** As the bathroom is shared, please remember to tidy up when finished. The bathroom does not have an exhaust vent (it's an old house!). Feel free to open the top portion of the window when ventilation is necessary.

**Shared Common Areas:** Feel free to use all areas of the home. When watching TV in the living room, please consider other residents of the home by keeping the volume to a minimum during sleeping hours.

**Food:** Food arrangements are your responsibility. Storage and sharing of food is strictly between individual agreements with other crewmembers. Non-perishable foods may be stored in the pantry or kitchen cabinets. Please use a sharpie pen to write your name and the date on any foods in the fridge/freezer. Refrigerator will be cleaned out periodically, non-factory sealed items in refrigerator or freezer older than 14 days or missing a date are subject to be discarded.

**Linens:** You will be provided with one set of bed linens and towels. More are in the linen closet. You are responsible for keeping them clean and orderly. A washer and dryer and is in the basement. Feel free to use them. Laundry detergent and fabric softener will be provided.

**Maintenance:** If you become aware of any maintenance need in the crew house, please contact me by email at: *(email provided upon reservation finalization)* or if urgent by cell phone *(cell number provided upon reservation finalization)* and I will take care of it as quickly as possible. Please take a minute or two to familiarize yourself with where the fire extinguishers (Kitchen and Basement), water, gas, and electrical cutoffs are. If it is an emergency, of course call 911. Co2 & Smoke detectors: Tampering with or disabling any smoke detector is unlawful & strictly prohibited.

**Trash and Recycle Pick-up:** Garbage is picked up typically every Wednesday. When full or smelly, please empty the kitchen trash can into the black bin just outside of the back door. Out of respect for our climate, please place recyclable items into the blue bin outside of the back door. Typically, the owner will place both bins out on the street for pick-up the night before however, at times you may be requested to do so in his absence.

**Smoking:** Absolutely NO SMOKING INSIDE THE HOUSE; Smoking is allowed ONLY OUTSIDE the crew house. Please use the disposal pails for cigarette butts if you plan to smoke.

**Pets:** Crew Members are not allowed to have pets in the crew house. The homeowner has a small, lovable French Bulldog named Copper. Understanding that not everyone is a dog person, I keep her away from Crew Members as much as possible. Please let me know in advance your tolerance for a dog that will lick you to death!

**Quiet Hours:** After 10:00 p.m. please respect your fellow crew members need for rest. Each room has an IN/OUT door hanger. Please use this to let your house mates know when you are there.

**Crew house access and safety:** Do not under any circumstance leave any door or window propped open or unlocked. ALWAYS LOCK ALL DOORS IF YOU GO THROUGH IT.

**Air Condition & Heat:** Do not change the setting on the programmable thermostat. If you are uncomfortable, please let me know. A temperature range of 70 f (winter) to 68 f (summer) will be established between the hours of 9:00 p.m.--7:00 a.m. (prime sleeping hours). Blankets are provided.

**Common Courtesy:** Please treat others as well as the property as you would like to be treated. Be respectful & it will be a great crew house for you and the others whom share it with you. Keep in mind that the crew house is the owner's personal residence and should be treated as such.

**Parking:** Feel free to park in the driveway which is first-come/first-parks. Remember to always remove all valuables from your vehicle.

**Crash Pad In/Out:** When entering or exiting the crash pad, please indicate your status on the in/out board posted near the front door. This assists with appropriately arming the home's security system. When exiting the home please arm the security system "Arm All" if all tenants indicate their status as "out".

**Room Access:** Understanding that access to your sleeping area may be required for maintenance or upkeep, the homeowner or maintenance crew may require occasional access. To the extent possible and out of respect of your privacy, advance notice will be provided to the extent possible.

**Welcome!**